



**REGULAR MEETING AGENDA**  
125 E. College Street, Covina, California  
Council Chamber of City Hall  
**Tuesday, March 15, 2022**

**IMPORTANT NOTICE**

*This meeting is being conducted in accordance with Assembly Bill 361, regarding the COVID-19 pandemic.*

*Members of the public may view the meeting live on the City's website at [www.covinaca.gov](http://www.covinaca.gov) or on local cable television, Spectrum channel 29 and Frontier Channel 42. To view from the website, hover over the Departments & Services tab until the drop-down menu appears and click on City Council Video Library under the City Council header. A live banner will appear at the start of the meeting.*

**Public Comments:** *During the meeting, there will be an opportunity for the public to speak. Public testimony is limited to five (5) minutes per speaker, unless, for good cause, the Mayor/Chairperson amends the time limit; a speaker's time may not be transferred to another speaker. State Law prohibits the Council/Agency/Authority Members from taking action on any item not on the agenda. Those wishing to speak on a LISTED AGENDA ITEM will be heard when that item is addressed.*

**In Person:** *To address the Council/Agency/Authority please complete a yellow speaker request card located at the entrance of the Council Chamber and give it to the City Clerk. Your name will be called when it is your turn to speak.*

**Remotely via Zoom:** *Access the meeting remotely via Zoom with one of the following devices:  
Computer or Smart Device:*

<https://us02web.zoom.us/j/84854361092?pwd=WEw5ZnJseUIvcFZ0ZWZUSG9KZzRidz09>

*Telephone:*

*Dial: +1 669 900 6833  
Webinar ID: 848 5436 1092  
Passcode: 319073*

- 1. To request to speak during public comment, please click the "Raise Hand" button on the Zoom toolbar "Reactions" tab.*

*Note:*

Computer / Smart Device Users: The “raise hand” feature is in the reactions tab.

Telephone Users: Press star-nine (\*9) on your phone to raise your hand.

2. Staff will announce your name as listed on Zoom or the last four digits of your phone number when it is your turn to speak and unmute the microphone (audio only); speaker must be present when called to speak.
3. Please state your first and last name and city of residence at the beginning of your remarks for the record.
4. The microphone will be muted by staff when you have completed your comments or five (5) minutes have expired, whichever occurs first.

*Meeting Assistance Information: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk’s Office at [cityclerk@covinaca.gov](mailto:cityclerk@covinaca.gov) or 626-384-5430. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.*

**CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA  
REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING  
AUTHORITY/COVINA HOUSING AUTHORITY  
JOINT MEETING—CLOSED SESSION  
6:30 PM – WILL NOT BE HELD**

**CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA  
REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING  
AUTHORITY/COVINA HOUSING AUTHORITY  
JOINT MEETING—OPEN SESSION  
7:30 PM**

**CALL TO ORDER**

**ROLL/CALL**

Council/Agency/Authority Members: Walter Allen, III, John C. King, Victor Linares, Mayor Pro Tem/Vice-Chair Patricia Cortez, and Mayor/Chair Jorge A. Marquez

**PLEDGE OF ALLEGIANCE**

Led by Mayor Pro Tem Cortez

**INVOCATION**

Given by Covina Police Chaplain Chuck Cannizzaro

**CITY COUNCIL REORGANIZATION**

- A. City Clerk to Conduct Election of Mayor
- B. Incoming Mayor to Conduct Election of Mayor Pro Tempore

## **PRESENTATIONS**

- A. Recognition of Outgoing Mayor

## **PUBLIC COMMENTS**

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## **COUNCIL/AGENCY/AUTHORITY COMMENTS**

*Council/Agency/Authority Members wishing to make any announcements of public interest or to request that specific items be added to future Council/Agency/Authority agendas may do so at this time.*

## **CITY MANAGER COMMENTS**

## **CONSENT CALENDAR**

*All matters listed under consent calendar are considered routine, and will be enacted by one motion. There will be no separate discussion on these items prior to the time the Council/Agency/Authority votes on them, unless a member of the Council/Agency/Authority requests a specific item be removed from the consent calendar for discussion.*

- CC 1. Payment of Demands

### **Staff Recommendation:**

Approve Payment of Demands in the amount of \$2,167,594.66

Agenda Report - Payment of Demands FEB 11 2022 - FEB 24 2022 - Pdf

- CC 2. Monthly Investment Report of the Treasurer to the City Council and Successor Agency to the Covina Redevelopment Agency for February 2022

### **Staff Recommendation:**

Receive and File.

Agenda Report - Monthly Investment Report Ended February 28, 2022 - Pdf

- CC 3. Demolition Project for City-Owned Properties Located at 593 & 611 East San Bernardino Road (Former Covina Trading Post Property) – Award of Contracts for (1) Report and Monitoring of Asbestos and Lead-Based Paint Survey to Converse Consultant in the Amount of \$29,850, and (2) for Building Demolition to Precision Contracting in the Amount of \$66,800

### **Staff Recommendation:**

1. Award Demolition Project for City-owned Properties located at 593 & 611 East San Bernardino Road (Former Covina Trading Post Property) to Converse Consultant to prepare the Report and Monitoring of Asbestos and Lead-Based Paint Survey in the Amount of \$29,850, and (2) to Precision Contracting for Building Demolition in the Amount of \$66,800 and authorize the City Manager to execute the Contracts; and

2. Establish a contingency allowance of \$25,000 for unforeseen conditions that require mitigation services, if needed.

Agenda Report - Demolition Project for 593 & 611 E San Bernardino Rd - Converse & Precision - Pdf

- CC 4. Approve and Make AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings

**Staff Recommendation:**

Approve and make the following findings so that meetings of the City Council and the City's Other Legislative Bodies are authorized to meet remotely in accordance with AB 361's special Brown Act requirements for teleconference meetings: (1) the City Council has reconsidered the circumstances of the COVID-19 state of emergency; and (2) state and local officials continue to recommend measures to promote social distancing.

Agenda Report - AB 361 Findings - Special Brown Act Requirements for Teleconference Mtgs - Pdf

- CC 5. Downtown Parking Lot No. 4 Renovation Project Combined with Downtown Trash Enclosure Project - Final Acceptance and Filing Notice of Completion

**Staff Recommendation:**

1. Accept the work performed by FS Contractors, Inc. and;
2. Authorize the City Clerk to file a Notice of Completion for the Downtown Parking Lot No. 4 Renovation Project Combined with Downtown Trash Enclosure Project

Agenda Report - NOC - Downtown Parking Lot No. 4 Renovation & Downtown Trash Enclosure Project - Pdf

- CC 6. Third Amendment to the Professional Services Agreement Between the City of Covina and PMAM Corporation-City of Covina Alarm Program

**Staff Recommendation:**

Authorize the City Manager to execute the Third Amendment to the Professional Services Agreement with PMAM Corporation for alarm tracking and billing.

Agenda Report - PMAM Third Amendment - Pdf

- CC 7. Miscellaneous Repair Concrete Project - 321 E. Front Street – Award of Contract to Gentry Brothers, Inc. for an Amount of \$119,521 and Greentech Landscape, Inc. for an Amount of \$41,910

**Staff Recommendation:**

1. Approve plans and specifications for the Miscellaneous Repair Concrete Project - 321 E. Front Street;
2. Award a contract for the Miscellaneous Repair Concrete Project - 321 E. Front Street to Gentry Brothers, Inc. and Greentech Landscape, Inc. as the lowest responsive and responsible bidders in amounts not-to-exceed \$119,521 and \$41,910, respectively, and authorize the City Manager to execute the contracts; and

3. Authorize a contingency amount of \$15,000.00 for any unforeseen construction expenses.

Agenda Report - Misc Repair Concrete Project - 321 E Front St – Gentry Brothers & Greentech Landscape - Pdf

- CC 8. Covina Recreation Village Project Asbestos and Lead-Based Paint Abatement Services – Final Acceptance and Filing Notice of Completion

**Staff Recommendation:**

1. Accept the work performed by Precision Contracting, Inc.; and
2. Authorize the City Clerk to file a Notice of Completion for the Covina Recreation Village Project Asbestos and Lead Base Paint Abatement Services

Agenda Report - NOC - Covina Rec Village Project Asbestos & Lead Base Paint Abatement Services - Pdf

- CC 9. 2021 Annual Housing Element Progress Report

**Staff Recommendation:**

Receive and file.

Agenda Report - 2021 Annual Housing Element Progress Report - Pdf

- CC 10. Acceptance of Grant Funds from the State of California Department of Parks and Recreation for the Covina Recreation Village Project and to Appropriate the Necessary Funds

**Staff Recommendation:**

Adopt **Resolution CC 2022-23** amending the Fiscal Year 2021-2022 Operating Budget to accept \$4,845,229 from the State of California Department of Parks and Recreation and appropriate the funds for the purpose of construction services for the Covina Recreation Village Project.

Agenda Report - Resolution CC 2022-23 Covina Rec Village Acceptance of Grant Funds - Pdf

- CC 11. Adoption of Resolutions CC 2022-24 and 2022-25 Relating to the Annexation of Territory to Community Facilities District No. 2007-1, Declaring Intention to Authorize Annexation, Adopting Boundary Map, and Setting the Public Hearing Date for May 3, 2022 (342 S. Fourth Avenue, Covina//Annexation 30)

**Staff Recommendation:**

1. Adopt City **Resolution CC 2022-24**, declaring intention to authorize the annexation of territory to Community Facilities District No. 2007-1 (Public Services); and
2. Adopt City **Resolution CC 2022-25**, adopting boundary map showing territory proposed to be annexed in the future to Community Facilities District No. 2007-1 (Public Services).

Agenda Report - Resolutions CC 2022-24 & 2022-25 342 S. Fourth Avenue - Annexation 30 - Pdf

- CC 12. Resolution Authorizing the City Manager to Execute All Documents and Agreements for Projects Funded Through the State of California Department of Transportation (Caltrans) on Behalf of the City of Covina

**Staff Recommendation:**

Adopt **Resolution CC 2022-26** Authorizing the City Manager to Execute All Documents and Agreements for Projects Funded Through the State of California Department of Transportation (Caltrans) on Behalf of the City of Covina

[Agenda Report - Resolution CC 2022-26 Caltrans - Pdf](#)

- CC 13. Accept Donation from the Champion Family Foundation and Purchase of a Drone or Unmanned Aerial System (UAS) for the Police Department

**Staff Recommendation:**

1. Adopt **Resolution CC 2022-27** accepting a donation from the Champion Family Foundation in the amount of \$9,000 and increase the police department 2021-22 revenue and expenditure budget.
2. Approved the implementation of a drone program with the purchase of a drone in the amount of \$9,000

[Agenda Report - Resolution CC 2022-27 Donation Purchase of Drone or Unmanned Aerial System for PD - Pdf](#)

- CC 14. SB 341 Compliance Report on the Housing Successor Agency Low and Moderate Income Housing Asset Fund

**Staff Recommendation:**

Receive and file the report.

[Agenda Report - SB 341 Compliance Report - Pdf](#)

- CC 15. Professional Services Agreement with Ocean Blue Environmental Services, Inc for Hazardous Waste Disposal Services

**Staff Recommendation:**

1. Authorize the City Manager to sign a "Piggyback" Contract Authorization Letter with Ocean Blue Environmental Services, Inc for Hazardous Waste Disposal Services; and
2. Authorize the City Manager to sign a Professional Services Agreement outlining a three (3) year contract with Ocean Blue Environmental Services, Inc for Hazardous Waste Disposal Services in an amount not-to-exceed \$50,000 per year with an option for two (2) additional one-year terms.

[Agenda Report - Ocean Blue Environmental PSA - Pdf](#)

## **CONTINUED PUBLIC HEARINGS**

- CPH 1. A Continued Public Hearing for Notice of Intent to Vacate a Portion of Geneva Place between Citrus Avenue and 3rd Avenue and a Strip of Public Alley located at East Side of 141 West Geneva Place**

**Staff Recommendation:**

Continue the public hearing to the meeting of April 19, 2022.

[Agenda Report - CPH Geneva Pl and Alley St Vacation - Pdf](#)

## **PUBLIC HEARINGS**

### **PH 1. Consideration of Resolutions CC 2022-28, CC 2022-29 and CC 2022-30, Authorizing Annexation of Territory to City of Covina Community Facilities District No. 2007-1 (Public Services) (Annexation No. 31), and to Call and Hold a Special Election (316 S. Barranca Avenue, Covina)**

#### **Staff Recommendation:**

1. City Council to open the public hearing and consider public testimony and close the public hearing; and
2. Adopt **Resolution CC 2022-28**, authorizing the annexation of territory to Community Facilities District No. 2007-1 (Annexation No. 31) and authorizing the levy of a special tax and submitting the levy of tax to the qualified electors; and
3. Adopt **Resolution CC 2022-29**, calling a special election and submitting to the voters of Annexation No. 31 of City of Covina Community Facilities District No. 2007-1 (Public Services), propositions regarding the annual levy of special taxes within Annexation No. 31 to finance public services, and the establishment of an appropriations limit; and
4. Adopt **Resolution CC 2022-30**, making certain findings, certifying the results of an election and adding property to Community Facilities District No. 2007-1 (Public Services), Annexation No. 31.

Agenda Report - Resolutions CC 2022-28, 29, and 30 - CFD Annexation 31 - 316 S. Barranca Ave - Pdf

## **CONTINUED BUSINESS - NONE.**

## **NEW BUSINESS - NONE.**

## **ADJOURNMENT**

The Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority will adjourn to its next regular meeting of the Council/Agency/Authority scheduled for Tuesday, April 5, 2022 at 6:30 p.m. for closed session and at 7:30 p.m. for open session inside the Council Chamber at City Hall, located at 125 East College Street, Covina, California, 91723.

The Covina City Clerk's Office does hereby declare that, in accordance with California Government Code Section 54954.2(a), the agenda for the Tuesday, March 15, 2022, meeting was posted on March 10, 2022, on the City's website and near the front entrances of: Covina City Hall, 125 East College Street, Covina.

If you challenge in court any discussion or action taken concerning an item on this agenda, you may be limited to raising only those issues you or someone else raised during the meeting or in written correspondence delivered to the City at or prior to the City's consideration of the item at the meeting.

MATERIALS RELATED TO AN ITEM ON THIS AGENDA, AND SUBMITTED TO THE CITY COUNCIL AFTER PUBLICATION OF THE AGENDA, ARE AVAILABLE TO THE PUBLIC IN THE CITY CLERK'S OFFICE AT 125 E. COLLEGE STREET, COVINA.